

Mt. Shasta City Council Regular City Council Meeting Minutes

Mt. Shasta Community Center, 629 Alder Street

Monday, July 27, 2015; 5:30 p.m.

Approved by Council as submitted on August 10, 2015

“Our mission is to maintain the character of our “small town” community while striking an appropriate balance between economic development and preservation of our quality of life. We help create a dynamic and vital City by providing quality, cost-effective municipal services and by forming partnerships with residents and organizations in the constant pursuit of excellence.”

Item	STANDING AGENDA ITEMS
1.	<p>Call to Order and Flag Salute</p> <p>At the hour of 5:37 p.m., Mayor Geoffrey Harkness called the meeting to order and led the audience in the Pledge of Allegiance.</p>
2.	<p>Roll call</p> <p>Councilmembers Present: Burns, Mayor Pro Tem Collings, Morter, and Mayor Harkness</p> <p>Councilmembers Absent: Stearns (Councilmember Stearns arrived at 6:03 p.m.)</p>
3.	<p>Special Presentations & Announcements:</p> <p>Summary of Current Bicycle Trail Enhancements and Long-Term Plans – Mayor Harkness (15 Minutes). This presentation was tabled until the August 10, 2015 Regular City Council Meeting.</p>
4.	<p>Public Comment:</p> <p>Mayor Harkness opened the meeting for public comment on items not on the agenda.</p> <p><u>Rosalyn McCoy</u> requested an update on her previous request regarding Chapter 13.95 of the Municipal Code, as it pertains to export of groundwater and exemptions for water bottling companies. McCoy requested that it be put on the agenda for City Council and community discussion.</p> <p>Mayor Harkness responded that based on her previous request, this item has been discussed by City Council. the Future Agenda is City Council and staff driven however Council will consider public requests. This has been a discussion item in the past, but can be requested as an Agenda item if deemed necessary.</p> <p><u>Ron Birch</u> voiced his concern about personal water rights and Governor Brown’s statewide mandate to cutback water consumption without benchmarks to measure the actual increase or decrease in water use. Mr. Birch also asked council why the City of Mt. Shasta was following the Governor’s Mandate, when Mount Shasta has always been good to this area, providing plenty of water to the springs that feed the city’s water sources.</p> <p>Mayor Harkness responded that Governor Brown’s mandate has resulted in a 25% reduction in water usage statewide and that residential water usage in water districts with 3,000 or more connections are held accountable and could be fined if they do not meet reduction goals. Districts with fewer connections will not be fined but are held accountable and required to hold to the mandate. The city water district has a spring plus 2 wells for 1700 connections. Mayor Harkness explained the importance of this community resource we need to manage, and stated that the mandate has had a positive impact on water usage and the water resources of the city.</p>

5. Meeting Recess: None taken

6. Council and Staff Comments:

Council Member Burns asked Public Works Director Bryan for an update on the Water Meter Project. Bryan responded that the project is 47% complete and on target to meet the finish date with no issues.

Council Member Morter thanked city staff and department heads for their help during her Ethics Training and Orientation.

Fire Chief Mello commented on the condition of fuel breaks established around town.

Council asked Public Works Director Bryan for an update on the LED Streetlight Project schedule. Bryan reported that the city is working on agreements and insurance bonds after that the city will issue a notice to proceed. Council Member Collings noted that the LED Streetlight Project has no exact start date yet and there is only a 120 day construction window for that project.

Mayor Harkness addressed Public Works Director Bryan regarding the water main replacement on McCloud. Bryan responded that the project is going without issues and on schedule. He is working on easement issues with the city engineer and city attorney and will update council at the next weekly report.

CITY COUNCIL BUSINESS

7. Consent Agenda - The City Manager recommends approval of the following Consent Agenda items. All Resolutions and Ordinances on this agenda, or added hereto, shall be introduced or adopted, as applicable, by title only, and the full reading thereof is hereby waived.

- a. Approval of Minutes: July 13, 2015 Regular City Council Meeting
- b. Acceptance of Brown Act Committee Minutes:
Beautification Committee Regular Meeting Minutes of June 10, 2015
- c. Approval of Disbursements: Accounts Payable: 7/13/15; Total Gross Payroll and Taxes: For Period Ending 7/8/15 (Finance Director)
- d. Monthly Finance/Investment Report – June 30, 2015 – Finance Director
- e. CalOES MOU Resolution for payment of portal to portal
- f. Approval of voting delegate to the League of California Cities Annual Conference

MOTION to approve consent agenda items: (a) Approval of Minutes: July 13, 2015 Regular City Council Meeting, (b) Acceptance of Brown Act Committee Minutes: Beautification Committee Regular Meeting Minutes of June 10, 2015; (c) Approval of Disbursements: Accounts Payable: 7/13/15; Total Gross Payroll and Taxes: For Period Ending 7/8/15; (d) Monthly Finance/Investment Report – June 30, 2015; (e) CalOES MOU Resolution for payment of portal to portal; (f) Approval of voting delegate to the League of California Cities Annual Conference.

Motion by: Mayor Geoffrey Harkness

Second by: Councilmember Morter

Ayes: Burns, Collings, Morter, and Mayor Harkness

8. Resolution CCR-15-38 amending the Administrative Assistant/ Deputy City Clerk job description and

associated salary>

Background: In October 2013, the Administrative Assistant/Deputy City Clerk job description and salary were altered. After witnessing the practical application of these changes it has become apparent that the Administrative Assistant/Deputy City Clerk position needs to revert back to the original job description and level of pay.

Report By: Muriel Howarth-Terrell, Director of Finance and Jodi Polk, Human Resource Specialist

Recommended Council Action: Approve resolution

MOTION to approve the Resolution amending the Administrative Assistant/ Deputy City Clerk job description and associated salary.

Motion by: Collings

Second by: Burns

Ayes: : Burns, Collings, Morter, and Mayor Harkness

CITY COUNCIL/STAFF REPORTING PERIOD

9. Council Reports on Attendance at Appointed/Outside Meetings:

Council Member Morter reported that on July 17th a large group went to the business district and she felt the Biz Walk was very successful. Mayor Harkness noted the questionnaire results will be completed and presented at the August 10th council meeting.

Finance Director, Howarth (Staff Advisor to the Downtown Enhancement Advisory Committee (DEAC), which was previously the Parking Committee) reported that the committee has been addressing the needs for parking in the downtown area. The current loan on the parking area will be paid in full in one year, so parking fees that have funded the loan payments will be available to the committee as a funding source for future projects.

Council noted there are two vacancies on the Downtown Enhancement Advisory Committee and one vacancy on the Beautification Committee and expressed the need to get applications out. Mayor Harkness described the committee application and appointment process and encouraged members of the community to apply.

10. Future Agenda Items (Appearing on the agenda within 60-90 days):

- a. Annual update from Planning Commission Chairperson – 9/2015
- b. Update regarding potential water rate structure in Fiscal Year 2016/17– 9/2015
- c. Centennial Greenway Progress Update – 8/2015
- d. Business Walk Results – 8/2015
- e. Very High Fire Hazard Severity Zone – 8/2015
- f. Humane Society Contract Renewal – 8/2015
- g. Presentation regarding history of Mt Shasta Connection Fees and comparison with regional local Governments – 9/2015
- h. Water Meter Opt Out Program – 8/2015
- i. Presentation regarding potential Forest Service use of treated effluent for fire suppression and

dust control – 9/2015

- j. City Council discussion of desired objectives for the Planning Commission and City Planner for FY 2015/2016 and beyond – 8/2015
- k. Criteria for funding of internal and external agency budget requests – 7/2015
- l. Update on mitigation efforts of the Nest Living Complex - 8/2015
- m. City Engineer and Public Works Director will provide an overview of Street Pavement Condition – 8/2015
- n. Overview of Rail Quite Zone Process – 9/2015
- o. Review of the proposed SR 89/South Mt. Shasta Blvd. Operational Improvement Project- 8/10/2015

11. Closed Session:

Conference With Labor Negotiator – Pursuant to Government Code §54957.6

Agency Negotiator: City Manager and Director of Finance

Employee Organization: Teamsters Union: Miscellaneous Unit, Police Unit

12. Adjourn

Council returned from Closed Session and there being no further business before the City Council, the meeting was adjourned at the hour of 6:50 pm.